

## COMPUTER CONCEPTS

The processing of data is important to the successful operation of business. This event provides recognition for FBLA members who understand the basic principles involved in computer technology.

### ELIGIBILITY

Each district is represented by two participants. The participants should have completed at least one course in computers or its equivalent. **Only members enrolled in grades 9 through 10 as of May 20 of the current school year are eligible.**

### REGULATIONS

1. An entry form must be postmarked no later than March 17.
2. Participants may not have entered this event at a previous leadership conference.
3. A participant who fails to report on time may be DISQUALIFIED.
4. Participants must adhere to the dress code approved by the executive council.

### PROCEDURES

1. Participants report to the supervisor in charge of the event at the location designated on the program five minutes before starting time.
2. One hour is allowed for the entire test including the giving of instructions and the distribution and pickup of tests.
3. The objective written test may include questions on basic computer principles, terminology, programming concepts, systems and procedures, computer application concepts, and equipment.
4. Scratch paper is furnished.
5. Participants are responsible for furnishing their own #2 pencils and erasers for this event.
6. Participants are identified by the districts they represent.
7. One or more local chapter advisers serve as supervisors to ensure that the procedures are followed and completed.

## Computer Concepts Continued

### JUDGING

Results are based on the number of correct items.

The participant with the greatest number of correct answers is the winner.

Ties will be broken based on the order in which the tests were turned in. The test turned in the earliest will be the winner.

Judges identify the ranks of the participants on a winners' report sheet.

Graded papers are NOT returned to participants or advisers.

### AWARDS

Plaques are presented to the winners of first through fifth places as long as finances are available. Certificates are given to individuals winning sixth through tenth places.

### REPRESENTATION AT NATIONAL

The first and second place winners in this event are entitled to represent the state chapter at the national leadership conference.